UNITED NATIONS

DP

Executive Board of the United Nations Development Programme and of the United Nations Population Fund

Distr.
GENERAL

DP/1997/22
16 June 1997

ORIGINAL: ENGLISH

Third regular session 1997
15-19 September 1997, New York
Item 1 of the provisional agenda
UNDP

ORGANIZATIONAL MATTERS

Decisions adopted by the Executive Board

at its annual session 1997

(12-23 May 1997)

CONTENTS

Number	Title	Page
97/11.	UNFPA Work plan for 1998-2001 and request for programme expenditure authority	3
97/12.	Recommendations on the programming process of the United Nations Population Fund	3
97/13.	UNFPA information and communication strategy	4
97/14.	ICPD + 5: Five-year review of the implementation of the Programme of Action of the International Conference on Population and Development	5
97/15.	Change management	5
97/16.	Internal audit	8
97/17.	UNDP communication and information policy	9
97/18.	United Nations Development Fund for Women	10
97/19.	Assistance to the Democratic Republic of the Congo	11
97/20.	Overview of decisions adopted by the Executive Board at its annual session 1997	11

97/11. UNFPA Work plan for 1998-2001 and request for programme expenditure authority

The Executive Board

1. Endorses the programme resource planning proposals of the Executive Director of the United Nations Population Fund set out in paragraphs 7 to 18;

2. Approves the request for the 1998 programme expenditure authority at a level equal to expected new programmable resources for 1998, currently estimated at $278 million;

3. Endorses the use of the following estimates of new programmable resources from regular resources for programme planning for the 1999-2001 period; $298 million for 1999; $318 million for 2000; and $341 million for 2001;

4. Also endorses the use of the following estimates of new programmable resources from multi-bilateral funding; $25 million per year for the years 1998-2001.

14 May 1997

97/12. Recommendations on the programming process of the United Nations Population Fund

The Executive Board

1. Takes note of the report of the Executive Director on the programming process of the United Nations Population Fund (DP/FPA/1997/9);

2. Recognizes that the primary responsibility for developing a country programme lies with the Government of the programme country with the support of the United Nations Population Fund;

3. Requests that in its programming process the United Nations Population Fund take into account the following, bearing in mind the need to limit the administrative burden:

(a) That during the Programme Review and Strategy Development process, the United Nations Population Fund will offer briefings at the field level for interested parties on the emerging findings;

(b) That the United Nations Population Fund will make available the summary of the Programme Review and Strategy Development process (the country recommendation), which will show: (i) proposed strategic actions and their rationale; (ii) the comparative advantage of the United Nations Population Fund and its complementarity vis-à-vis other actors; and (iii) possible thematic areas, drawing throughout also on lessons learned from other programmes;

(c) That the country recommendation will be made available by the secretariat to all members of the United Nations Population Fund, upon request, who may offer views on the recommendation, within six weeks of transmission, which the secretariat will take into account in further developing the programme; the United Nations Population Fund will inform the Executive Board of this process; these views will also be made available to all members of the United Nations Population Fund, upon request; the United Nations Population Fund may, if needed, arrange a discussion at headquarters with the participation of the programme country;

4. Requests that country programmes presented to the Executive Board contain clear statements of purpose, deliverables (for each sub-programme area), financial parameters and the indicators by which the United Nations Population Fund will measure programme performance, effectiveness and impact;

5. Decides that country programmes will be considered for approval by the Executive Board without discussion unless one is requested by more than one member, in writing, in principle two weeks before the session;

6. Recommends that the efforts of working towards harmonized arrangements for country programming processes in the United Nations system should, when possible, be coordinated and harmonized with other funds and programmes;

7. Requests that the operation of these arrangements be reviewed by the Executive Director at such a time as to allow a report to be presented to the Executive Board at its annual session 2000.

16 May 1997

97/13. UNFPA information and communication strategy

The Executive Board

1. Takes note of the report on the United Nations Population Fund information and communication strategy (DP/FPA/1997/8) and the comments made thereon by the Executive Board;

2. Endorses the overall goal of the United Nations Population Fund information and communication strategy, which is to promote the principles, goals and objectives of the International Conference on Population and Development and to help turn these principles, goals and objectives into practical reality at the national, regional and international levels;

3. Further endorses the specific goals and corresponding strategies of the information and communication activities of the United Nations Population Fund as contained in paragraphs 4 and 22 of the report;

4. Stresses the importance of maintaining linguistic balance in the electronic dissemination of information;

5. Also stresses that monitoring and evaluation are integral and important parts of information and communication activities and that there is a need to strengthen these functions, taking into account the difficulty, methodologically and operationally, of measuring the impact or effectiveness of such activities;

6. Requests the Executive Director to report orally each year, at the annual session, on the progress in the implementation of the present decision and on the coordinating efforts undertaken in this area within the United Nations system;

7. Also requests the Executive Director to review the Fund's information and communication strategy in four years and to report thereon to the Executive Board at its annual session 2001.

16 May 1997

97/14. ICPD + 5: Five-year review of the implementation of the Programme of Action of the International Conference on Population and Development

The Executive Board

1. Notes with appreciation the proposal of the Executive Director of the United Nations Population Fund to undertake a review and appraisal of the implementation of the Programme of Action of the International Conference on Population and Development;

2. Requests the Executive Director to undertake preparatory activities for the review and appraisal within the mandate of the United Nations Population Fund;

3. Invites the President of the Executive Board to submit to the General Assembly at its fifty-second session, through the forthcoming session of the Economic and Social Council, the proposal for an overall review and appraisal of the implementation of the Programme of Action of the International Conference of Population and Development, for the consideration of the General Assembly and subsequent decision on the process and modalities.

16 May 1997

97/15. Change management

The Executive Board

1. Recalls the existing legal framework of the United Nations Development Programme, including General Assembly resolution 2688 (XXV) of 11 December 1970;

2. Also recalls General Assembly resolutions 47/199 and 50/120 on the operational activities for development of the United Nations system and stresses the importance of their full implementation;

3. Commends the Administrator and United Nations Development Programme staff for the change management process and its overall direction, which aims to improve the level and quality of services and the strengthening of the overall impact on development of Programme activities through, inter alia, the decentralization of decision-making and responsibilities to the country level and enhanced accountability measures;

4. Recognizes that United Nations Development Programme change management shall be undertaken within the ongoing process of wider United Nations reform;

5. Stresses that national plans and priorities constitute the only viable frame of reference for the national programming of operational activities for development within the United Nations system, and that programmes should be based on such development plans and priorities, and should therefore be country-driven;

6. Also stresses in that context the need to take into account the outcomes and commitments of relevant United Nations conferences, as well as the individual mandates and complementarities of the organizations and bodies of the United Nations development system, bearing in mind the need to avoid duplication;

7. Further stresses the importance of financial, individual and performance accountability in the United Nations Development Programme and supports the efforts of the Administrator in this regard;

I. RESIDENT COORDINATOR SYSTEM

8. Welcomes measures taken by the United Nations Development Programme to improve its capacity to support the resident coordinator system, within the context of General Assembly resolutions 32/197, 44/211, 47/199 and 50/120, and requests the Programme to continue consultations with other funds and programmes on their respective roles and ownership in this regard;

II. RESOURCE MOBILIZATION

9. Emphasizes the importance of core resources as the foundation of the United Nations Development Programme resource base;

10. Stresses that, in pursuing resource mobilization at the request of programme countries, United Nations Development Programme country offices should not compromise their primary role of programme delivery and that such resources raised be used for programmes in accordance with country priorities and be included under an approved country cooperation framework;

III. THE IMPORTANCE OF EVALUATION

11. Welcomes the decision to establish a separate Evaluation Unit, the head of which will report directly to the Administrator and also welcomes the clearer link being made between evaluation, lessons learned and programme enhancement;

IV. HUMAN RESOURCE DEVELOPMENT

12. Recognizes the importance of the role that United Nations Development Programme staff must play in the change process and emphasizes that the implementation of the human resource development policy of the change management process should be in accordance with the existing provisions of the United Nations common system;

V. DECENTRALIZATION

13. Welcomes the proposals of the Administrator to strengthen the country focus and operations of the United Nations Development Programme;

14. Underlines the need for the change management process to take into account existing decisions and policies on capacity-building and national execution;

15. Supports the phased introduction of a small number of subregional resource facilities and requests the Administrator to report to the Executive Board at its annual session 2001 on an evaluation of the functions and impact of the facilities;

16. Requests the Administrator to provide an interim report, at the annual session 1998, through the Advisory Committee on Administrative and Budgetary Questions, on the budget implications, human resources implications and efficiency gains occasioned by the phased introduction of subregional resource facilities;

17. Emphasizes that, while establishing the subregional resource facilities in phases, the United Nations Development Programme shall take fully into account the diversity of regional and subregional circumstances; the need to ensure the involvement of national expertise available within the subregion; the need to avoid duplication of work undertaken by other subregional or regional institutions; and the demand-driven nature of these facilities;

18. Requests the Administrator, in the context of the presentation of the biennial budget, to report on the criteria for staffing country offices and to identify clearly any new and/or additional functions;

VI. IMPLEMENTATION

19. Urges the Administrator, and United Nations Development Programme staff at all levels, to implement change management while maintaining the primary focus of the Programme on programme delivery and quality at the country level;

20. Requests the Administrator to incorporate, in accordance with the existing legal framework of the United Nations Development Programme, the implementation of change management fully into budgetary and corporate planning and to report thereon to the Executive Board at the third regular session 1997 in the context of the biennial budget; and to provide at that session an updated implementation plan with further developed time-bound, and to the extent possible, quantifiable targets;

21. Further requests the Administrator to report to the Executive Board on the implementation of the present decision at each session;

22. Notes the proposal by the Administrator on the further focusing of United Nations Development Programme activities and core development services that are still subject to discussions by the Executive Board without losing momentum in the change management process and programme delivery and requests the Administrator to submit a report for discussions at the first regular session 1998.

VII. POLICY IMPLICATIONS

23. Requests the Administrator to include in the report to be presented in accordance with decision 96/44 at the first regular session of 1998 further analysis of the implications resulting from the change management process on the future policy direction of the United Nations Development Programme, inter alia, the role of the Programme in implementing programmes and projects, national execution and resource mobilization at the field level.

23 May 1997

97/16. Internal audit

The Executive Board

1. Welcomes the format of the reports on internal audit of the United Nations Development Programme (DP/1997/16/Add.6) and of the United Nations Population Fund (DP/FPA/1997/10, Part IV);

2. Takes note of the content of these reports and of the observations made by delegations during the debate;

3. Supports the proposals of the Administrator and Executive Director to strengthen the internal audit function of the United Nations Development Programme and of the United Nations Population Fund.

23 May 1997

97/17. UNDP communication and information policy

The Executive Board

1. Takes note of the report of the Administrator on the implementation and strengthening of the United Nations Development Programme communication and information policy and the comments made thereon;

2. Welcomes the process initiated by the United Nations Development Programme in response to decision 96/22 leading to an improved strategy for communication and information policy and in this regard, recognizes the changes that have taken place since 1995 in creating better visibility and awareness for the United Nations Development Programme and the United Nations system in the media and in the area of advocacy;

3. Stresses that such a strategy must be applied throughout the United Nations Development Programme and that its application should be duly monitored;

4. Emphasizes that more targeted, accurate, clear and frank public information is necessary to generate support for increased resources for the United Nations Development Programme;

5. Stresses that strategic targeting of the communication and information activities are essential to make the most effective use of resources available;

6. Also stresses the importance of maintaining linguistic balance in the electronic dissemination of information;

7. Welcomes the proposals for monitoring and evaluation which are integral and important parts of information and communication activities and need to be strengthened, taking into account the difficulty, methodologically and operationally, of measuring the impact or effectiveness of such activities;

8. Urges the Administrator to improve the focus and quality of public information on the impact of United Nations Development Programme activities at the country level and to develop new types of statistics and publications to this end, including indicators of impact;

9. Requests the Administrator to ensure that the efforts taken by the United Nations Development Programme in this regard are closely coordinated with those of the United Nations system, with a view to strengthening coherence and consistency in its communication;

10. Also requests the Administrator to submit a report at the annual session 1998 on progress in developing and implementing the communication and information policy of the United Nations Development Programme with particular reference to the implementation of the relevant change management recommendations, including budgetary implications.

23 May 1997

97/18. United Nations Development Fund for Women

The Executive Board

1. Endorses the Strategy and Business Plan of the United Nations Development Fund for Women contained in document DP/1997/18, taking into account the comments made at the Board;

2. Emphasizes that the implementation of the activities of the Strategy and Business Plan should be guided by the mandate of the United Nations Development Fund for Women;

3. Requests the United Nations Development Fund for Women to support innovative and experimental activities in implementing the Strategy and Business Plan within the context of commitments made in the Beijing Platform for Action;

4. Also requests the United Nations Development Fund for Women to develop further and strengthen its role as a catalyst with a view to strengthening the gender perspective of development programmes in recipient countries and increasing synergy with other United Nations organizations;

5. Further requests the United Nations Development Fund for Women to focus on strategic interventions and building upon its comparative advantages, in order to promote systemic change, in particular with regard to political and economic empowerment;

6. Reaffirms the role of the United Nations Development Fund for Women in linking technical expertise with policy formulation in the process of gender mainstreaming throughout the resident coordinator system;

7. Requests the United Nations Development Fund for Women to maintain a balance between potential impact and the needs of women in the application of the criteria for programme selection;

8. Encourages the United Nations Development Fund for Women to mobilize resources for its future activities from all available sources, including the private sector, and urges all Member States to contribute and to consider increasing their contributions to the United Nations Development Fund for Women;

9. Decides that the United Nations Development Fund for Women should report to the Executive Board orally in 1998 and in writing every alternate year and that the progress made by the Fund in implementing its Strategy and Business Plan should be contained in the annual report of the Administrator of the United Nations Development Programme.

23 May 1997

97/19. Assistance to the Democratic Republic of the Congo

The Executive Board

1. Recognizes the important work of the United Nations Development Programme in emergency assistance, including prevention, rehabilitation and reconstruction, and the supportive contributions of the United Nations Population Fund in this work;

2. Encourages the United Nations Development Programme and the United Nations Population Fund to continue to monitor the implications for special assistance to the Democratic Republic of the Congo;

3. Also encourages the United Nations Development Programme and the United Nations Population Fund to be alert to the need for inter-agency assistance activities to the Democratic Republic of the Congo;

4. Requests the Administrator and the Executive Director to report at the third regular session 1997 on activities undertaken.

23 May 1997

97/20. Overview of decisions adopted by the Executive Board at its annual session 1997

The Executive Board

Recalls that during the annual session 1997 it:

ITEM 1: ORGANIZATIONAL MATTERS

Approved the agenda and work plan for its annual session 1997 (DP/1997/L.3) as amended;

Approved the reports of the first and second regular sessions 1997 (DP/1997/6; DP/1997/12);

Adopted the draft rules of procedure for the Executive Board of UNDP/UNFPA (DP/1997/13);

Agreed to the following schedule of future sessions of the Executive Board in 1997 and 1998 subject to approval of the Committee of Conferences:

Third regular session 1997	15-19 September 1997
First regular session 1998	19-23 January 1998
Second regular session 1998	20-24 April 1998
Annual session 1998	8-19 June 1998 (Geneva)
Third regular session 1998	14-18 September 1998

...

Agreed to the subjects to be discussed at the third regular session 1997 of the Board, as listed in the annex;

UNFPA SEGMENT

ITEM 2: UNFPA: REPORT OF THE EXECUTIVE DIRECTOR FOR 1996: PROGRAMME PRIORITIES AND REGIONAL OVERVIEW

Took note of the report of the Executive Director for 1996 on programme priorities, statistical overview and regional overview (DP/FPA/1997/10, Parts I, I/Add.1 and Part II);

Adopted decision 97/14 of 16 May 1997 on the five-year review of the implementation of the Programme of Action of the International Conference on Population and Development;

Requested the Executive Director to revise the conference room paper on the consequences of resource shortfalls on meeting the goals of the International Conference on Population and Development (DP/FPA/1997/CRP.1) and to submit the revised report as an official document to the Executive Board at its third regular session 1997;

ITEM 3: UNFPA: EVALUATION ACTIVITIES

Took note of the report on UNFPA evaluation activities (DP/FPA/1997/10, Part III);

ITEM 4: UNFPA: WORK PLAN FOR 1998-2001

Adopted decision 97/11 of 14 May 1997 on the UNFPA work plan for 1998-2001 and request for programme expenditure authority;

ITEM 5: UNFPA: PROGRAMMING PROCESS

Adopted decision 97/12 of 16 May 1997 on the UNFPA programming process;

ITEM 6: UNFPA: INFORMATION AND COMMUNICATION STRATEGY

Adopted decision 97/13 of 16 May 1997 on the UNFPA information and communication strategy;

UNDP/UNFPA SEGMENT

ITEM 7: REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL

Took note of the reports of the Administrator (DP/1997/15) and the Executive Director (DP/FPA/1997/10, Part V) to the Economic and Social Council and agreed to transmit them to the Economic and Social Council with comments made thereon;

ITEMS 2 AND 8: INTERNAL OVERSIGHT AND ACCOUNTABILITY

Adopted decision 97/16 of 23 May 1997 on internal audit;

UNDP SEGMENT

ITEM 8: UNDP: ANNUAL REPORT OF THE ADMINISTRATOR AND RELATED MATTERS

Adopted decision 97/15 of 23 May 1997 on change management: UNDP 2001;

Took note of the report of the Administrator for 1996 on the introduction to the report, main programme record, assistance to the Palestinian people, statistical annex and reports of the Joint Inspection Unit (DP/1997/16/Addenda 1, 3, 5 and 8), with comments made thereon;

Took note of the report of the Administrator on evaluation (DP/1997/16/Add.4), with comments made thereon;

Took note of the report of the Administrator on the United Nations System-wide Special Initiative on Africa (DP/1997/16/Add.2), with comments made thereon;

Took note of the report of the Administrator on the outcome of the meeting of the High-Level Committee on the Review of Technical Cooperation Among Developing Countries and of the decisions adopted at the meeting (DP/1997/L.9).

ITEM 9: UNDP: COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS

Approved the following country cooperation frameworks:

I

First country cooperation framework for Comoros (DP/CCF/COI/1);

First country cooperation framework for Lesotho (DP/CCF/LES/1);

First country cooperation framework for Sierra Leone (DP/CCF/SIL/1), with comments made thereon;

First country cooperation framework for the United Republic of Tanzania (DP/CCF/URT/1);

First country cooperation framework for Zambia (DP/CCF/ZAM/1);

II

First country cooperation framework for Belarus (DP/CCF/BLR/1), with comments made thereon;

First country cooperation framework for Bosnia and Herzegovina (DP/CCF/BIH/1), with comments made thereon;

First country cooperation framework for Estonia (DP/CCF/EST/1);

First country cooperation framework for Lithuania (DP/CCF/LIT/1);

III

First country cooperation framework for Lebanon (DP/CCF/LEB/1), with comments made thereon;

First country cooperation framework for Morocco (DP/CCF/MOR/1);

First country cooperation framework for Tunisia (DP/CCF/TUN/1);

IV

First country cooperation framework for the Islamic Republic of Iran (DP/CCF/IRA/1);

ITEM 10. UNDP: COMMUNICATION AND INFORMATION PROGRAMME

Adopted decision 97/17 of 23 May 1997 on the UNDP communication and information policy;

ITEM 11. UNITED NATIONS DEVELOPMENT FUND FOR WOMEN

Adopted decision 97/18 of 23 May 1997 on the United Nations Development Fund for Women;

ITEM 12: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

Took note of the information provided on country office staff allocation (DP/1997/CRP.14) with the comments made thereon;

Took note of the report on the accountability system of UNDP (DP/1997/CRP.13);

•

ITEM 13: UNITED NATIONS OFFICE FOR PROJECT SERVICES

Took note of the report on the United Nations Office for Project Services (DP/1997/19 and DP/1997/19/Add.1/Rev.1);

ITEM 14: OTHER MATTERS

Adopted decision 97/19 on assistance to the Democratic Republic of the Congo;

Decided to consider the draft terms of reference of the WHO/UNICEF/UNFPA Coordinating Committee on Health as contained in document DP/FPA/1997/CRP.5 at the third regular session 1997 (15-19 September 1997);

Took note of the reports of UNDP and UNFPA on core allocations to 20/20 (DP/1997/CRP.19 and DP/FPA/1997/CRP.3);

Took note of the oral presentation of the representatives of UNDP, UNFPA and UNAIDS on the UNAIDS programme.

23 May 1997

ANNEX

EXECUTIVE BOARD OF UNDP/UNFPA TENTATIVE AGENDA FOR 1997

Table 1. First regular session 1997 (13-17 January 1997)
(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1997/L.1)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the third regular session 1996
	Official	I	1/2 day	Decisions adopted by the Executive Board in 1996
	CRP	I		Matters relating to the rules of procedure, documentation and functioning of the Executive Board
	CRP	A		Annual work plan 1997 for UNDP/UNFPA Executive Board
				UNFPA SEGMENT
2				COUNTRY PROGRAMMES AND RELATED MATTERS
	Official	A	1 day	Country programmes
3				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I	1/2 day	Audit reports
4	Official	A	1/2 day	COORDINATION IN HEALTH POLICY AND PROGRAMMING
				UNDP/UNFPA SEGMENT
5				HARMONIZATION OF PRESENTATION OF BUDGETS
	Official	A	1/2 day	Harmonization of presentation of budgets and accounts
				UNDP SEGMENT
6				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	1/2 day	Country cooperation frameworks and global/regional cooperation frameworks

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
7				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I		Audit reports
	CRP	I		Implementation of decision 96/40 on management, accountability and reserve for field accommodation
	CRP	I	1/2 day	Additional information on cost segments at UNDP headquarters
	Oral	I		Report on the accountability system of UNDP
8				UNITED NATIONS DEVELOPMENT FUND FOR WOMEN
	CRP	I	1/2 day	Follow-up to decision 96/43
9				OTHER MATTERS
	CRP	I	1/4 day	Follow-up to Economic and Social Council resolution 95/56

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 2. Second regular session 1997 (10-14 March 1997)

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1997/L.2)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the first regular session 1997
				Decisions adopted by the Executive Board at the first regular session 1997
				UNDP SEGMENT
2			1½ days	COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A		Country cooperation frameworks and regional cooperation frameworks
	CRP	A		Format and timing for review of the new programming arrangements (96/7)
	Official	I		Earmarkings for the target for resource assignment from the core (TRAC) for 1997-1999
	CRP	I	½ day	National execution
3				UNITED NATIONS CAPITAL DEVELOPMENT FUND
	Official	A	½ day	United Nations Capital Development Fund (including strategy and business plans)
4				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	CRP	A		Outline of overall strategy for the budget for the biennium 1998-1999
			½ day	(96/41, para. 4)
	Oral	I		Report on the accountability system of UNDP
				UNFPA SEGMENT
6	Official	A		COUNTRY PROGRAMMES AND RELATED MATTERS

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
7				OTHER MATTERS including:
	Oral	I		- Report on Reserve for Field Accommodation
	CRP	I	2 days	- Revised report on follow-up to ECOSOC resolution 95/56
	CRP	I		- Response to the recommendations of the external evaluation of UNIFEM
	Official	A		- Proposed revision of UNFPA Financial Regulations
	Oral	I		- Report on the UNICEF/WHO/UNFPA Coordinating Committee on Health

Abbreviations: A = action; CRP = conference room paper; and I = information.

Note: Informal consultations on UNDP Change Management held during the session.

Table 3. Annual session 1997 (12-23 May 1997)
(10 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1997/L.3)	A		Provisional agenda, annotations, list of documents/work plan
	Official	A		Report on the first and second regular sessions 1997
	Official	A		Rules of procedure: report of ad hoc open-ended working group
				UNFPA SEGMENT
2	Official			REPORT OF THE EXECUTIVE DIRECTOR FOR 1996
		I	1½ days	- Programme priorities
		I		- Statistical overview
		I		- Regional overview
3	Official	I	½ day	- Evaluation activities
4	Official	A	½ day	WORK PLAN FOR 1998-2001
5	Official	A	1 day	PROGRAMMING PROCESS
6	Official	A	½ day	INFORMATION AND COMMUNICATION STRATEGY
				UNDP/UNFPA SEGMENT
7	Official	I		Reports of UNDP and UNFPA to the Economic and Social Council
2 & 8	Official	I	½ day	Reports of UNDP and UNFPA on internal oversight
				UNDP SEGMENT
8				ANNUAL REPORT OF THE ADMINISTRATOR
	Official	A		Introduction by the Administrator
	Official	A		Main programme record, including reporting on special funds (7 parts)
	Official	I		United Nations System-wide Special Initiative for Africa
	Official	I		Assistance to the Palestinian people
	Official	I	2½ days*	Evaluation
	Official + CRP	A		Change management
	Official	I		Report of the Joint Inspection Unit
	Official	I		Statistical annex

* Timing includes one day special event on poverty eradication to be held on Tuesday, 20 May 1997.

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
9				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	½ day	Country cooperation frameworks and regional cooperation frameworks
10				COMMUNICATION AND INFORMATION PROGRAMME
	Official	I	½ day	UNDP information and publication policy (96/22)
11				UNITED NATIONS DEVELOPMENT FUND FOR WOMEN
	Official	A	½ day	United Nations Development Fund for Women (95/18)
12				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	CRP	I	1 day	Report on the accountability system of UNDP
13				UNITED NATIONS OFFICE FOR PROJECT SERVICES
	Official	A		Report on the United Nations Office for Project Services (96/33)
14			½ day	OTHER MATTERS: UNDP and UNFPA and 20/20; oral report on UNAIDS

Abbreviations: A = action; CRP = conference room paper; I = information; and ICPD = International Conference on Population and Development.

Table 4. Third regular session 1997 (15-19 September 1997)

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1997/L.4)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the annual session 1997
	Official	I		Decisions adopted at the annual session 1997
	CRP	I		Outline for Executive Board work plan 1998
				UNDP SEGMENT
2	CRP	I		UNDP CHANGE MANAGEMENT
				Updated implementation plan (97/15)
3				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	A	1 day	Budget estimates for the biennium 1998-1999 - 96/41, para. 4 - (including detailed costs of publication and of their distribution - 96/22, criteria for staffing of country offices and implementation of change management - 97/15)
	Official	I		Annual review of the financial situation 1996
	Official	I		Subcontracts awarded and major equipment ordered
4	CRP	I	½ day	RESOURCES AND FUNDING STRATEGY
5				UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	A		Budget estimates for the biennium 1998-1999
	Official	A	½ day	Revised budget estimates for the biennium 1996-1997
	Official	I		Audit reports
				United Nations Office for Project Services: report of ACABQ on UNOPS

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
6				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	½ day	Country cooperation frameworks and regional cooperation frameworks
		A		Revised global cooperation framework (97/5)
				UNFPA SEGMENT
7				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	A		Biennial budget estimates
	Official	A		Annual financial review, 1996
	Official	I	1½ days	Implementation and monitoring of technical support services arrangements
	Official	I		Evaluation of UNFPA training activities
8	Official	I		**RESOURCE MOBILIZATION**
9	Official	A		COUNTRY PROGRAMMES AND RELATED MATTERS
				Status of financial implementation of country programmes
10			½ day	OTHER MATTERS
				Terms of reference of the WHO/UNICEF/UNFPA Coordinating Committee on Health
				Population Charts

Abbreviations: A = action; CRP = conference room paper; I = information; and UNOPS = United Nations Office for Project Services.

Note: Review of field visits will be taken up in informal consultations during the session.